

Student Equity and Diversity Policy

Policy Category	Corporate		
Document Owner	President		
Responsible Officer	President		
Review Date	July 2023		
References and Legislation	<ul style="list-style-type: none"> • Racial Discrimination Act 1975 • Sex Discrimination Act 1984 • Human Rights and Equal Opportunity Act 1986 • Universal Declaration of Human Rights • International Covenant on Economic, Social and Cultural Rights • Disability Discrimination Act 1992 • Workplace Gender Equality Act 2012 • Disability Standards for Education 2005 • Fair Work Act 2009 • Age Discrimination Act 2004 • Higher Education Support Act 2003 • Tertiary Education Quality and Standards Agency (TEQSA) Act 2011 • TEQSA Higher Education Standards Framework (Threshold Standards) 2015 		
Related	<ul style="list-style-type: none"> • APIC Governing Board Charter • APIC Academic Board Charter • APIC Assessment Policy • APIC Sexual Harassment and Sexual Assault Policy • APIC Student Welfare and Support Policy • APIC Grievances and Appeals Policy and Procedure • APIC Admission Policy • APIC Scholarships Policy • ECA Anti-Discrimination and Equal Employment Opportunity Policy • ECA Workplace Bullying Policy and Procedures 		
Version	Change description	Approved	Effective Date
1.0	Policy review cycle Logo update	3 February 2017 June 2018	3 February 2017 June 2018
1.1	Update of policy implementation Update of Complaints section Specificity added to responsibilities section Policy focused on students	4 December 2020	4 December 2020

1. Purpose

APIC is committed to the principles of equal opportunity and diversity in the selection and education of its students. This policy provides the framework to ensure that APIC is guided by the principles of equal opportunity, respect and inclusion. This policy is designed to comply with the spirit and intent of the Federal and State legislation.

2. Scope

All members of the APIC community have a responsibility to contribute to the achievement of an equitable learning environment. This policy applies to all APIC students and prospective students, and is enacted by all APIC staff, contractors, visitors or individuals engaged in official relations with APIC.

3. Definitions

Term	Definition
<i>Adverse action</i>	Discrimination on the basis on certain characteristics as defined under legislation.
<i>Diversity</i>	Ways in which people and groups of people are both alike and different.
<i>Equal opportunity</i>	Refers to students, and prospective students, having equal access to opportunities in to study at APIC.
<i>Equity</i>	The creation of opportunities for equal access and success in Australian higher education among historically underrepresented student populations.
<i>Special measures</i>	Acts which APIC can take to enable substantive equality for individuals who belong to groups which have experienced past disadvantage, because of laws and rules, stereotypes and attitudes. Special measures aim to redress past disadvantage and improve outcomes and access to education for people from these groups. Anti-discrimination legislation enables APIC to implement special measures for specific groups.
<i>Unlawful behaviour</i>	Refers to unlawful discrimination, unlawful harassment, victimisation, vilification and unlawful adverse action.
<i>Unlawful discrimination</i>	Occurs when a person, or a group of people, is treated less favourably than another person or group based on characteristics as determined by Federal and state legislation. Unlawful discrimination can be direct or indirect.
<i>Unlawful harassment</i>	When a person is made to feel intimidated, insulted or humiliated based on certain characteristics as determined by Federal and state legislation.
<i>Victimisation</i>	The less favourable treatment of a person or persons for their participation in making, supporting or resolving a complaint of discrimination, harassment or vilification, whether that participation was actual, intended or presumed. This includes a person or persons who have agreed to be witnesses in relation to a complaint.
<i>Vilification</i>	A public act that could incite others to hate, have serious contempt for, or severely ridicule a person or a group of people because based on certain characteristics as determined by legislation.

4. Policy Statements

APIC does not discriminate against students based on age, race, colour, religion, ancestry, national origin, age, gender, sexual orientation, marital status, veteran status or physical or intellectual disability in the recruitment of students or staff or the implementation of its policies, procedures and activities.

APIC is committed to ensuring the integration of the principles of equal opportunity for all students in College policies, procedures, decisions and operations. College activities are underpinned by the principles that:

- Students have the right to be treated fairly and equitably;
- There is equitable access to education for students;
- Students are entitled to a study environment free from unlawful discrimination, harassment, vilification, bullying or other adverse and inappropriate behaviours;
- Diversity is respected and appreciated as contributing to the richness of the teaching and learning environment;
- An inclusive and flexible environment, including the implementation of special measures when required, provides the best outcomes for the varied needs of the College's diverse student community;
- Equal opportunity does not mean treating everyone in the same way and in order to redress the past disadvantages of particular groups, special measures are needed to improve employment and educational opportunities for people from these groups. These groups include women, Aboriginal and Torres Strait Islander people, people with a disability and people from culturally and linguistically diverse backgrounds; and
- Students have the right to raise complaints in good faith under APIC's complaints procedure without fear of retaliation or victimisation.

5. Policy Implementation

5.1 Characteristics which Federal and state legislation prohibit discrimination and harassment on the following:

- Age
- Breastfeeding
- Disability
- Family or carer's responsibilities
- Marital or relationship status
- Political conviction
- Pregnancy or potential pregnancy
- Race, colour, descent, nationality, ethnic, ethno-religious or national origin
- Religion
- Sexual orientation or preference
- Actual or imputed characteristics of any of the attributes listed above
- Association with a person identified by reference to any of the attributes listed above.

6. Procedures and Implementation

6.1 APIC will promote equal opportunity by:

- Endeavouring to take all reasonable steps to ensure that the learning environment is free from unlawful discrimination, harassment, vilification, victimisation, bullying or other adverse and inappropriate behaviours.
- Implementing inclusive policies, practices and programs in all its activities and services to take account of the needs of the diverse College community.
- Developing and implementing programs and special measures to improve access, participation, retention and success of students from underrepresented equity target groups.
- Monitoring and reporting on APIC's diversity performance against identified College priorities.
- Implementing training and awareness raising strategies to ensure that all staff understand their obligations with respect to student equity.
- Providing an effective procedure for complaints based on the principles of natural justice.

6.2 Areas of Focus

While APIC recognises and supports safety and equity for all students, the College will provide targeted focus on the following groups:

a. Indigenous students

APIC is committed to improving the educational outcomes of indigenous students. APIC will promote policies and practices to foster indigenous participation and success through consideration of admission criteria, scholarships, and academic support.

b. Women in Non-Traditional Areas (WINTA)

According to the National Centre for Student Equity in Higher Education¹, WINTA applies to female enrolment in 'non-traditional' disciplines such as, inter alia, Information Technology and Management and Commerce. Given APIC offers courses in these ASCED defined fields of education, the college will commit to facilitate enrolment and success of females in these disciplines.

6.3 Complaints

Any complaints by students about breaches of this policy will be dealt with in accordance with APIC Grievances and Appeals Policy and Procedure document. Complaints may also be made externally to the Australian Human Rights Commission, state Anti-Discrimination Boards, the Overseas Student Ombudsman, or the Tertiary Education Quality and Standards Agency.

7. Responsibilities

7.1 The College

Creating an environment that is free from all forms of from all forms of discrimination, bullying,

¹ https://www.ncsehe.edu.au/wp-content/uploads/2020/11/NCSEHE-Briefing-Note_2019-20_Final.pdf

harassment and conflicts is not a headline action. Rather, the College will promote the principles of equity, diversity and inclusion continuously and embed these in its long term vision, strategy and plans. The College must disseminate through appropriate means including its website, messages that it provides an inclusive and welcoming environment for all students regardless of their background or other attributes. The Governing Board shall ensure that the College environment is free from all forms of discrimination through its monitoring and approval of policy, processes and related reporting.

7.2 APIC Staff and Students

All students are expected to adopt respectful and inclusive behaviours in the College through their dealings with each other and the College community.

7.3 APIC Executive

The College expects the senior leadership team, led by the President, to actively promote the principles of equity, diversity and inclusion in all student activities. The President and all executives, managers and supervisory staff have accountabilities for the implementation of student equity and diversity within APIC.

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